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CITY HALL • 1 FRANK H. OGAWA PLAZA, 3RD FLOOR • OAKLAND, CALIFORNIA 94612

Office of the Mayor
Honorable Ronald V. Dellums
Mayor

(510) 238-3141
FAX (510) 238-4731
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Letter of Nomination

September 16, 2008

The Honorable City Council
One City Hall Plaza, Second Floor
Oakland, CA 94612

Dear Council Members:

Upon nomination of the Mayor, the following person is hereby appointed as member of the following Board or Commission:

Children's Fairyland Board

Georgia Richardson, Mayoral appointment to serve the term beginning April 1, 2007 and ending March 31, 2010 filling the seat previously held by Holly McClure.

Thank you for your assistance in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Ronald V. Dellums".

Ronald V. Dellums
Mayor

GEORGIA M. RICHARDSON

MOTTO: Let's make things happen.

QUALIFICATIONS: 35 years of experience in Customer Service/Administration. Highly motivated with outstanding organizational, and clerical skills. Superb attention to detail with unmatched ability to manage multiple tasks with competing deadlines. Outstanding communications skills. Lifelong commitment to volunteerism.

EDUCATION: High School Diploma
Two Years College
1999 Retiree, Honolulu Freight

EXPERIENCE: 2006 – 2008 **Volunteer, Office of Assemblymember Sandre Swanson**

- Manage, coordinate and represent the Office at events
- Responsible for organizing mass mailings to constituents.
- Also responsible for phone banking campaigns.

2003 – 2004 **Volunteer Coordinator, Congresswoman Barbara Lee**

- Organized and maintained database of volunteers.
- Organized and maintained database of contributors.
- Planned, organized and participated in booths for street festivals including the Chinatown Festival, How Berkeley Can You Be, the Solano Stroll
- Handled pre and post event correspondence, including invitations, RSVPs, and thank you letters.
- Managed office telephone, email and fax communications.
- Responsible for general administrative duties.

2002 – 2003 **Event Scheduler, Oakland City Council**

- Scheduled all appointments for City Council President Ignacio de la Fuente
- Responsible for all administrative duties including correspondence, emails, telephone
- Also maintained office and performed administrative duties as needed.

1999 – 2003 **Administrative Assistant, Dunsmuir House and Gardens**

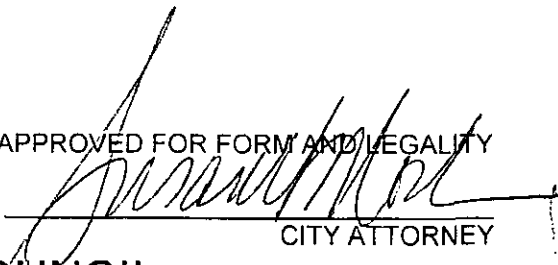
- Maintained all areas related to membership, solicitation of donations, data control and correspondence.
- Audited inventory and ordered office supplies
- Recruited and engaged performers and entertainers for special events.
- Consulted regularly with members of staff and Board related committees involved in events.

REFERENCES Will be made available upon request.

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2008 SEP -4 PM 3: 25

APPROVED FOR FORM AND LEGALITY



CITY ATTORNEY

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION APPOINTING GEORGIA RICHARDSON AS MEMBER OF THE CHILDREN'S FAIRYLAND BOARD

WHEREAS, Ordinance No. 70531 C.M.S. creates the Children's Fairyland Board, whose members are appointed by the Mayor; and

WHEREAS, the Bylaws of Children's Fairyland Inc. specify that members are to serve four year terms, which are to be staggered so that some appointments will expire every year, and appointments to fill a term of office are only to be for the remainder of that term; now, therefore, be it

RESOLVED, that by the nomination of the Mayor, the following individual is hereby appointed to the term set forth below:

Georgia Richardson, Mayoral appointment to serve the term beginning April 1, 2007 and ending March 31, 2010 filling the seat previously held by Holly McClure.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES- BRUNNER, KERNIGHAN, NADEL, QUAN, BROOKS, REID, CHANG,
AND PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST:

LATONDA SIMMONS
Interim City Clerk and Clerk of the Council
of the City of Oakland, California